

Professional Communication Summary

The main theme of this lesson is professional communication. This lesson discussed professional communication through three aspects. First, technical documents were introduced as the required formal technical documents associated with each phase of SDLC and showed the importance of informal technical documents such as working e-mails and meeting minutes. Second, various forms of communication were discussed and the pros and cons of four forms of communication were highlighted. Finally, shareholder communication measures showed that communication effectiveness and efficiency are the central part of the software development process-focused measure and metrics method, which has an advantage over traditional software-focused measure and metrics methods. Hopefully, through these discussions, you have had a solid grasp on the meaning of professional communication and its related concepts and methods, so that when you work in a software development team, you will be more productive.